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Central Intelligence Agency



Washington, D.C. 20505

DDA 85-0126/2

24 JAN 1985

Mr. Michael Rudd
Director
Office of Personnel and Labor Relations
Veterans Administration
Washington, D.C. 20420

Dear Mr. Rudd:

This letter is in response to Mr. Walters' request of January 4, 1985 for nominees from the Central Intelligence Agency for the Chief Benefits Director vacancy at the Veterans Administration.

At this time we have not been able to identify a well qualified executive who is interested in this position. However, we are most appreciative of the opportunity afforded us to nominate one of our career employees for such a high level and important position in the Veterans Administration.

Sincerely,

/s/ James H. ...

for

Harry E. Fitzwater
Deputy Director
for
Administration

ADDA/JHMcDonald:cn (23 Jan 85)

Distribution:

- Original - Addressee
- 1 - ER
- 1 - D/OP
- 1 - DDA Subject
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- 1 - HEF Chrono

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DDA 85-0126/1

DATE: January 17, 1985

NOTE TO: EXDIR

DDI

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COMPT

SUBJECT: Candidates For Position of Chief Benefits Director of VA

Gentlemen:

We are in receipt of a letter from Mr. Harry N. Walters, Administrator of Veterans Affairs. Mr. Walters is seeking a replacement for Ms. Starbuck, Chief Benefits Director of the VA who recently retired. This is an ES-6 level position (SIS-6 equivalent). A position description follows. If you have a nominee, please provide his/her name, bio, or statement of qualifications by COB 22 January.

James H. McDonald

Attachment

ADDA/JHMcDonald:cn (17 Jan 85)

Distribution:

Original - DDA Subject w/att

1 - Each Addressee w/att (electrically)

1 - DDA Chrono w/att

1 - ADDA Chrono w/att

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CHIEF BENEFITS DIRECTOR - VETERANS ADMINISTRATION

The position of Chief Benefits Director for the Veterans Administration is a "general" position in the Senior Executive Service (SES). As such it can be filled with either a career or noncareer appointee. Because of the complexity of the position and the exceptional managerial qualifications required, we anticipate that the position will be filled at the ES-6 level, \$72,300. In addition to basic salary, career appointees are also eligible for SES bonuses and Presidential Rank Awards.

As head of the VA's Department of Veterans Benefits, the Chief Benefits Director directs an integrated program of veterans benefits encompassing compensation, pension, education, insurance, loan guaranty, guardianship, veterans assistance, and vocational counseling and rehabilitation. Programs are administered through a network of 59 Regional Offices and Centers located throughout the United States, and in Manila and Puerto Rico. The Department employs approximately 14,000 people.

In addition to exceptional administrative and managerial skills, the Chief Benefits Director must possess familiarity with and commitment to the various veterans programs administered. Candidates should possess the ability to oversee the development of legislative initiatives and implementing policies as well as the ability to direct programs for a large decentralized organization. This includes the ability to direct the application of ADP programs and other innovative management techniques to increase organizational effectiveness and efficiency. Since overseeing the Department's \$15 billion budget is one of the Chief Benefits Director's most important responsibilities, candidates should be familiar with the Federal budget process and possess the ability to develop, defend and administer the DVB budget.

The Chief Benefits Director reports to the Administrator of Veterans Affairs through the Deputy Administrator. As the Administrator's representative on matters relating to veterans benefits programs, the Chief Benefits Director must be committed to the priorities, goals and objectives of the Administrator and possess the ability to communicate these goals to various individuals and groups, including high-level representatives of Congress, other Federal agencies, state and local governments and Veterans Service Organizations.

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EXECUTIVE SECRETARIAT
ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
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SUSPENSE _____ Date _____

Remarks

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3637 (10-81)

Executive Secretary
11 Jan 85

Date

Office of the
Administrator
of Veterans Affairs

Washington DC 20420



Veterans
Administration

Executive Registry

85- 106

JAN 04 1985

Honorable William J. Casey
Director, Central Intelligence Agency
Washington, D.C. 20505

Dear Mr. Casey:

The purpose of this letter is to request your assistance in identifying potential candidates for the position of Chief Benefits Director of the Veterans Administration. As you may already know, Miss Dorothy L. Starbuck retired from this position on December 21, 1984.

As head of the Department of Veterans Benefits, the Chief Benefits Director directs an integrated program of veterans benefits encompassing compensation, pension, education, insurance, loan guaranty, guardianship, veterans assistance and vocational counseling and rehabilitation. The \$15 billion veterans benefits program is administered through a network of 59 Regional Offices and Centers. A more detailed description of the duties, responsibilities and qualification requirements for the position is enclosed. Clearly, the appointment of a well-qualified executive to this position is critical to the future of the Veterans Administration and the veterans of this nation, and I would appreciate the names of any interested, highly qualified candidates you recommend.

This position is in the Senior Executive Service and qualified noncareer candidates will be considered as well as individuals eligible for reassignment, transfer or reinstatement as a career Senior Executive. If possible, I would appreciate receiving your recommendations by January 25, 1985. Correspondence on this matter should be sent to:

Michael Rudd
Director, Office of Personnel
and Labor Relations (05)
Veterans Administration
Washington, D.C. 20420

I feel that the selection of a Chief Benefits Director is one of the most important decisions I will make as Administrator, and I will deeply appreciate any assistance you can provide.

Sincerely,

Harry N. Walters
HARRY N. WALTERS
Administrator

Enclosure



CHIEF BENEFITS DIRECTOR - VETERANS ADMINISTRATION

The position of Chief Benefits Director for the Veterans Administration is a "general" position in the Senior Executive Service (SES). As such, it can be filled with either a career or noncareer appointee. Because of the complexity of the position and the exceptional managerial qualifications required, we anticipate that the position will be filled at the ES-6 level, \$72,300. In addition to basic salary, career appointees are also eligible for SES bonuses and Presidential Rank Awards.

As head of the VA's Department of Veterans Benefits, the Chief Benefits Director (CBD) directs an integrated program of veterans benefits encompassing compensation, pension, education, insurance, loan guaranty, guardianship, veterans assistance, and vocational counseling and rehabilitation. Programs are administered through a network of 59 Regional Offices and Centers located throughout the United States, and in Manila and Puerto Rico. The Department employs approximately 14,000 people.

In addition to exceptional administrative and managerial skills, the Chief Benefits Director must possess familiarity with and commitment to the various veterans programs administered. Candidates should possess the ability to oversee the development of legislative initiatives and implementing policies as well as the ability to direct programs for a large decentralized organization. This includes the ability to direct the application of ADP programs and other innovative management techniques to increase organizational effectiveness and efficiency. Since overseeing the Department's \$15 billion budget is one of the Chief Benefits Director's most important responsibilities, candidates should be familiar with the Federal budget process and possess the ability to develop, defend and administer the DVB budget.

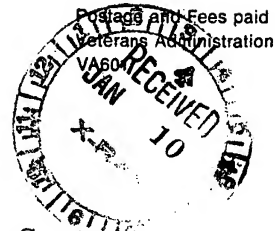
The Chief Benefits Director reports to the Administrator of Veterans Affairs through the Deputy Administrator. As the Administrator's representative on matters relating to veterans benefits programs, the CBD must be committed to the priorities, goals and objectives of the Administrator and possess the ability to communicate these goals to various individuals and groups, including high-level representatives of Congress, other Federal agencies, state and local governments and Veterans Service Organizations.



**Veterans
Administration**

Office of the Administrator
of Veterans Affairs
Washington, D. C. 20420

Official Business
Penalty for private use
\$300



Honorable William J. Casey
Director, Central Intelligence Agency
Washington, D.C. 20505